



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
WASHINGTON, D.C. 20460

THE ADMINISTRATOR

**MEMORANDUM FOR FILE:**

DATE: April 10, 2019  
FROM: Ryan Jackson, Chief of Staff *RJ*  
SUBJECT: Pilot Project for Duty Station of Region 9 Administrator

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I am establishing a pilot project in Region 9 affecting the Duty Station of the Regional Administrator. It has been my experience at EPA that, in general, the work of senior level positions is highly portable. That is especially true with the positions of regional administrators whom we expect to regularly travel throughout their regions and be accessible to state regulators, the regulated community, and a wide variety of stakeholders. In fact, EPA already recognizes the portability of senior career positions authorizing regular travel throughout the country and among EPA offices to allow those individuals to perform their responsibilities.

In the case of regional administrators and other senior level positions, policy setting and managerial duties are often done from remote locations, either because the individual is traveling to meetings or because they are connected by phone or video conferencing to national meetings. Regional Administrator Stoker has demonstrated for the previous ten months that he has been able to perform his duties as regional administrator while maintaining a regular travel schedule placing him in San Francisco, Los Angeles, and many locations elsewhere in Region 9.<sup>1</sup> Based on my determination that the duties have been done from a myriad of locations and that EPA's Los Angeles office is regularly staffed with at least two dozen personnel, I am instituting a pilot program to place his duty station in Los Angeles, CA for a period of a year beginning April 14, 2019. At the end of the year I will evaluate the pilot and determine whether to continue it for another year.

Los Angeles, CA is a logical place to perform the pilot in that we will be able to test several aspects of the pilot. These are: 1) closer proximity to elected local and state officials - Southern California hosts a substantial number of elected officials in the Region; 2) Better engagement with tribes - the majority of R9 tribes are in Southern CA and Arizona; and, 3) Proximity to outer areas of regions - EPA is focusing on substantial water quality and treatment among other environmental issues involving U.S. - Mexican border, and travel to HI and the territories promotes better collaboration. Attached to this memo

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<sup>1</sup> M. Stoker Timecard.xlsx

is a guidance document on how to implement the pilot project.<sup>2</sup> Finally, I believe that this pilot program is the best choice among and most consistent with Agency management policies of the five options originally considered in May 2018.<sup>3</sup>

cc: Alexis Strauss, Region 9  
Mike Stoker, Region 9  
Charles Munoz, Region 9  
Donna Vizian, OMS  
Matt Leopold, OGC

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<sup>2</sup> Guidance for Establishing a Duty Station in Los Angeles, April 9, 2019

<sup>3</sup> Pilot Program to Establish a Duty Station for Region 9 Administrator in Los Angeles, May 4, 2018